

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 6th March 2019 at 7.15pm in Chappel & Wakes Colne Village Hall**

In the Chair: Cllr. M. Bowden
 Present: Cllrs: Cllr. K. Brown, Cllr. S. Scrase, Cllr. M. Taylor
 Clerk: Mrs D. Jacob
 No members of the public

	PRESENTER	SUBJECT
19/044	All Members	Welcome & apologies for absence. No Apologies of absence received.
19/045	All Members	Chairman. Cllr. M. Bowden was elected Chairman for the March meeting. Proposed by Cllr. S. Scrase seconded by Cllr. K. Brown, all in favour, resolution passed.
19/046	All Members	Chairman's Declaration of Office – Cllr. M. Bowden signed declaration of office.
19/047	All Members	Vice-Chairman. Cllr. S. Scrase was elected Vice-Chairman. Proposed by Cllr. M. Bowden, seconded by Cllr. K. Brown, all in favour, resolution passed.
19/048	Vice-Chairman	Vice-Chairman's Declaration of Office – Cllr. S. Scrase signed declaration of office.
19/049	All Members	Declaration of Interests. None.
19/050	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. No members of public present.
19/051	All Members	Ward and County Councillors to address the members if present No Ward or County Councillor present.
19/052	All Members	Minutes. To confirm the minutes of the Parish Council Meeting held on 6 th February 2019. To confirm the minutes of the Personnel Meeting held on 13 th February 2019. Proposed by Cllr. M. Taylor, seconded by Cllr. S. Scrase, all in favour, resolution passed.
19/053	All Members	Planning Matters. Ref: 190449 The Barn Goodwins Farm, Crepping Hall Road, Wakes Colne Colchester CO6 2AP Notification for prior approval for a proposed change of use of agricultural building to a single dwelling house. Two no objection, two not in favour, Chairman casting vote No Objection – Comment The Parish Council are not sure what the planning policy is on changing use of building outside the village envelope. Proposed by Cllr. M. Bowden, seconded by Cllr. Brown, all agreed to send in comment. Ref: 190464 & 190456 Beak Cottage, Bures Road, Wakes Colne Colchester CO6 2BD Application for a lawful development certificate for a proposed velux window and vertical velux glass section. For information only, no comments required by Colchester Borough Council. Ref: 190559 The Gardeners Middle Green Wakes Colne, CO6 2BJ No Objection Proposed by Cllr. K. Brown, seconded by Cllr. S. Scrase, all in favour, resolution passed.
19/054	All Members	To consider a merger with Chappel Parish Council, as requested by Cllr Chillingworth Having researched and received feedback from EALC, CBC and Chappel Parish Council regarding a merger, there is no interest in a way forward. Proposed by Cllr. K. Brown, seconded by Cllr. M. Bowden, all in favour, resolution passed.
19/055	All Members	Broadband. A working group meeting has been scheduled. There is a drop-in session at The Swan on 23rd March 2-4pm to encourage residents to sign up. The Parish Council fully supports this initiative. However, it is not allowed to support one contractor over another, so is unable to send a letter of support for County Broadband. Regarding a financial contribution to help deliver a full fibre network to the parish, no costings have yet been made available.

19/056	All Members	<p>Parish Public Footpaths Working Group.</p> <p>Item 1. Update on footpaths, ongoing. Millennium Green Representative Cllr. M. Taylor reported that it had been agreed to set aside £40,000.00 for the boardwalk. A donation bequest has been received for £5,000.00. A volunteer is to be offered a Directorial position. No further trees to be planted for the time being offered to replacement plaques instead. A management plan has been commissioned for the long-term care of trees and future development. Replacing trees in the community orchard ongoing. Chappel Parish Council to pay half the cost of track repairs, the other half to be paid by the Millennium Green Trust. Surgery on taller trees has been requested.</p> <p>Item 2. More litter pickers required. The Parish Council to purchase two packs of 4 at a cost of £12.99 per pack. Proposed by Cllr. M. Taylor, seconded by Cllr. S. Scrase, all in favour, resolution passed.</p>																																										
19/057	All Members	<p>Asset Register 2019. Confirmed and signed the Asset Register for 2019. Proposed by Cllr. K. Brown, seconded by Cllr. M. Bowden, all in favour, resolution passed.</p>																																										
19/058	All Members	<p>The Colne-Stour Countryside Association. The Parish Council would like to renew membership, £10.00 per annum. Proposed by Cllr. M. Bowden, seconded by Cllr. S. Scrase, all in favour, resolution passed.</p>																																										
19/059	All Members	<p>Highways.</p> <p>Item 1. Station Road – To send letter to Cllr Kevin Bentley, Deputy Leader, Essex County Council and Cabinet Member for Highways and Infrastructure by e-mail and post. Proposed by Cllr. K. Brown, seconded by Cllr. M. Bowden, all in favour, resolution passed.</p> <p>Item 2. Welcome to Wakes Colne sign in Station Road has been moved and installed along Bures Road, completed by Highways.</p>																																										
19/060	All Members	<p>Lights at the EARM. Following a complaint from a Parishioner that the lights on the slope are not working, we reported this to Greater Anglia as a Health and Safety matter. This is not the responsibility of the Parish Council. Regarding the Uplighter to be placed near the sign pointing to the Station entrance - this was not initiated by Wakes Colne Parish Council and the EARM are to contact Greater Anglia direct with their request.</p>																																										
19/061	All Members	<p>Financial Matters.</p> <p>1) Financial Statement for February/March (Items to be approved for payment and signed as per payment schedule).</p> <table border="1" data-bbox="515 1193 1377 1709"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>T Mobile (For calls made in January) (Invoice No. V01590280191).</td> <td>DD</td> <td>13.06</td> </tr> <tr> <td>123 Reg (Domain e-mail address renewal)</td> <td>DD</td> <td>43.06</td> </tr> <tr> <td>D. Jacob (Salary for February)</td> <td>SO</td> <td>460.00</td> </tr> <tr> <td>Adjustment for D. Jacob (Salary for February)</td> <td>200056</td> <td>21.91</td> </tr> <tr> <td>Essex Pension Fund (For February)</td> <td>SO</td> <td>106.77</td> </tr> <tr> <td>Adjustment for Essex Pension Fund February)</td> <td>200057</td> <td>17.44</td> </tr> <tr> <td>Chappel & Wakes Colne Village Hall (Hall Hire for February and March)</td> <td>200058</td> <td>78.00</td> </tr> <tr> <td>D. Jacob (Expenses for February)</td> <td>200059</td> <td>36.72</td> </tr> <tr> <td>D. Jacob (Salary for March)</td> <td>SO</td> <td>460.00</td> </tr> <tr> <td>Adjustment for D. Jacob (Salary for March)</td> <td>200060</td> <td>21.91</td> </tr> <tr> <td>Essex Pension Fund (For March)</td> <td>SO</td> <td>106.77</td> </tr> <tr> <td>Adjustment for Essex Pension Fund March)</td> <td>101101</td> <td>17.44</td> </tr> <tr> <td>Richard Edwards (Inv. No.36123)</td> <td>101102</td> <td>59.40</td> </tr> </tbody> </table> <p>2) MONTHLY BUDGET STATEMENT. Received and noted. Proposed by Cllr. M. Bowden, Cllr. S. Scrase, all in favour, resolution passed.</p>		CHEQUE No.	TOTAL	T Mobile (For calls made in January) (Invoice No. V01590280191).	DD	13.06	123 Reg (Domain e-mail address renewal)	DD	43.06	D. Jacob (Salary for February)	SO	460.00	Adjustment for D. Jacob (Salary for February)	200056	21.91	Essex Pension Fund (For February)	SO	106.77	Adjustment for Essex Pension Fund February)	200057	17.44	Chappel & Wakes Colne Village Hall (Hall Hire for February and March)	200058	78.00	D. Jacob (Expenses for February)	200059	36.72	D. Jacob (Salary for March)	SO	460.00	Adjustment for D. Jacob (Salary for March)	200060	21.91	Essex Pension Fund (For March)	SO	106.77	Adjustment for Essex Pension Fund March)	101101	17.44	Richard Edwards (Inv. No.36123)	101102	59.40
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19/062	Clerk	<p>Clerk's Report. Received and noted.</p>																																										
19/063	All Members	<p>To Exclude the Press and Public. Public Bodies (Admission to Meetings) Act 1960 'That the public be excluded from the meeting during consideration of Agenda Item 19/064 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2. No members of the public present.</p>																																										

19/064	All Members	<p>Personnel Issues. Annual Clerk's Appraisal, carried out for 2019. National Pay Scales (NALC, SLCC) noted and agreed new scale points and rates. Annual Salary Increment, award to move up one scale point. Office Rent to remain as per existing. Pension Contributions noted and agreed new rates. Contract of employment signed to reflect changes. It was discussed and agreed to move the money in the budget from the Quality Council over to Clerk's employment costs. Payroll services provider contract signed, to remain with Richard Edwards. Proposed by Cllr. M. Bowden, Cllr. M. Taylor, all in favour, resolution passed.</p>
19/065	All Members	<p>Date of Next Meeting. Parish Council Meeting Wednesday 3rd April 2019 (7.15pm)</p> <p>Meeting Closed at 8.38pm.</p>